



Denefield School Governors'

ASSET MANAGEMENT POLICY

Rationale:

The school's Asset Management Policy covers all matters regarding the school grounds and buildings, including any static plant, fixtures and fittings. The purpose of the policy is to ensure provision of safe, good quality premises (buildings and playing fields) with sufficient suitable accommodation and facilities to enable the delivery of the Governors' Curriculum Policy.

The policy covers the ICT infrastructure of the school but does not cover vehicles, furniture and other equipment.

Aims:

The Governors will actively seek to maintain or replace buildings, plant, ICT, fixtures and fittings to ensure continued delivery of good quality teaching and learning.

The Governors will consider the best use of devolved capital funding to achieve this aim. The Governors will consider any new initiatives as appropriate in furtherance of this cause.

The Governors will take into account the LA's 5 year Asset Management Plan when setting priorities and making decisions.

Denefield Development Plan

Buildings and improvements which are part of the development project managed by the LA will be covered by this policy. The committee will monitor progress and ensure systems and procedures are in place to maintain the buildings following the handover of the completed buildings.

Premises Improvement Plan

The Premises Improvement Plan will be developed in conjunction with the new buildings. The plan will set out priorities for improvement and refurbishment of the rest of the site and will form the basis for the capital works plan. When developing the plan the LA 5 year AMP will be taken into account.

Capital Works Plan

The capital works plan identifies what work will be carried out from the school's devolved capital income. This plan will be a 3 year plan but will be updated annually to reflect any changes in requirements of the school and to match current budgets.

Policy Detail

The school receives funding for maintaining the premises through both revenue and capital funding.

The Finance & Business Manager and staff with delegated authority will manage:

- The planned and reactive maintenance programme with a view to maximising the life of all buildings and plant
- Minor works funded through the revenue budget
- Other works identified and financed through any other funding stream.

The governors' premises committee will:

- Assist in the development and maintenance of the Premises Development plan
- Approve priorities for expenditure of the Devolved Capital Grant through approval of the capital works plan
- Approve bids to the LA and other agencies for major capital projects, including National Lottery or PFI funded proposals
- Monitor all expenditure on premises

The governors' finance committee will have final approval of the capital works plan as part of their responsibility for budget management

The Finance & Business Manager will manage or oversee all Capital projects

Monitoring and evaluation

This policy will be monitored through

- Annual inspection by governors as part of committee role
- Regular feedback from H & S Monitoring group
- Feedback from student council and parent forums
- Complaints and compliments log

Evaluation of the above will be discussed annually by the governors C & P committee

Reviewed & Updated January 2011
Date of Next Review: January 2014